

FILE

23 APR 1968

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MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Approval for Unitized Wood Furnishings

1. This memorandum contains a recommendation for your approval; such recommendation is contained in paragraph 4.

2. A safe storage area has been altered to become office space for the recently appointed Special Assistant to the Deputy Director of Security for Personnel Security. This new office is part of Suite 4-E-58, which is completely carpeted and furnished with Executive furnishings. The suite is occupied by the Deputy Director of Security for Personnel Security, [redacted] and his staff. [redacted] a Career Security Officer, is Grade GS-17.

3. While this room does not open into the immediate office of the Deputy Director, it is part of the suite, with entrance into the reception area. It is felt that grey steel furniture would greatly detract from the decor of the suite.

4. In view of the above, it is recommended that you approve issuance of unitized wood furnishings for the new office.

[redacted]
Howard J. Osborn
Director of Security

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SUBJECT: Approval for Unitized Wood Furnishings

The recommendation contained in paragraph 4 is approved.

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R. L. Bannerman
Deputy Director
for Support

MAY
(Date)

Distribution:

Orig. - Return to OS

2 - DD/Support Center, (Subject)

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